

ARIZONA DEPARTMENT OF EDUCATION

**Jaime A. Molera**  
Superintendent of  
Public Instruction



STATE OF ARIZONA

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**SCHOOL FINANCE MEMORANDUM 03-008**

**TO:** All School Districts Administrators and Charter Operators

**FROM:** Marcie Celaya, Director of School Finance  
Nettie Klingler, Budget Manager

**DATE:** September 3, 2002

**SUBJECT:** Annual Financial Report & Budg25 Workshops for Districts  
Annual Financial Report Workshop for Charters

District and Charter personnel who work with budgets, annual financial report and available website reports are **strongly** encouraged to attend one of the following workshops. Please fax, email, or send your registration as soon as possible. The registration form has been posted to ADE's School Finance home page under the bulletin board - **Please complete & submit the registration form even if you are not going to attend.** Since district sponsored charter schools do not submit a budget or annual financial report to ADE, please attend the district session.

<b><u>September 12, 2002 – Phoenix</u></b>	9:00 – 12:00 (Districts)	East Valley Institute of Technology
<b><u>*September 23, 2002 - Phoenix</u></b>	1:00 – 3:00 (Charters)	1601 W Main Street Mesa, AZ 85201
<b><u>September 17, 2002 – Tucson</u></b>	9:00 – 12:00 (Districts) 1:00 – 3:00 (Charters)	Tucson Unified School District Main Office 1010 E. 10 <sup>th</sup> St. Tucson, AZ 85629
<b><u>September 19, 2002 – Flagstaff</u></b>	9:00 - 12:00 (Districts) 1:00 – 3:00 (Charters)	Sinagua High School 3850 E. Butler Avenue Flagstaff, AZ 86004
<b><u>*September 24, 2002 – Prescott</u></b>	9:00 - 12:00 (Districts) 1:00 – 3:00 (Charters)	1015 Fair St Prescott, AZ 86305 Board of Sup. Mtg. Rm
<b><u>*September 26, 2002- San Simon</u></b>	1:00 – 3:00 (Charters)	6th and Chiricahua
<b><u>*September 27, 2002- San Simon</u></b>	9:00 – 12:00 (Districts)	San Simon, AZ 85632

Please submit a new form if you are changing locations.

Please submit your registration forms by Wednesday, September 11, 2002 12 noon.

\* = Denotes new place, date, and/or time